



Arlington Tree Committee (ATC)

Meeting Minutes

Date: Wednesday, April 10, 2024

Time: 7:30 PM – 9:00 PM

Location: Conducted via Zoom and in-person @Town Hall Annex 2nd floor Conference Room:

[ATC Monthly Meeting Zoom Link](#)

ATTENDING:

Members: Eliza Burden, Susan Stamps, Keith Schnebly, Steve Moore, Mary Ellen Aronow, Mara Vatz, Marina Popova, Olivier Aries, Ed Trembly

Guests: Jackie Anderson

Tree Warden: Tim Lecuivre

Agenda:

1. Introduce guests: Jackie Anderson
2. Status of Action Items from Previous Month:
 - Master Plan Committee: Susan and Marina applied, waiting to hear back
 - Safe walk to School: Tim said the plan is not yet finalized and is not available
 - Literature for Tree bags is ready, door hanger design is ready - with a QR code
 - Tim: tree species list will be sent to the Committee
 - Arlington ACMi – could provide info about Tree Canopy program - not done yet
3. Discussion and Approval of Minutes from Previous Month - APPROVED
4. Department of Public Works (DPW) Tree Division Update (Tim)
 - Tree Preservation Bylaw Activity
 - 40 Milton Str - no trees will be removed -
 - Tim explained that the permitting process is now more streamlined so he automatically receives notifications about any bldg. dept activity that triggers tree bylaw. Tree plans will not necessarily be visible and available online since not all applicants submit their tree plans electronically. Some tree plans still are submitted on paper.
 - Tree Hearings - none
 - Town Projects & Maintenance Activities
 - 100 spring street trees already planted; 50 more to be planted
 - Arbor Day plan: Tim will do a tree planting (probably a Yoshino Cherry tree) in honor of the 40th anniversary year of the Arlington/Nagokakyo student exchange program. The planting will be done at the Police Dept. No details on timing or exact date; likely Apr 30.
 - **Action: is the tree planted at Ottoson (at a similar occasion) still alive? Eliza will check**
5. Tree Canopy Program:
 - Subcommittee Update - Mary Ellen:
 - 70 trees are ordered, 44 are sold

- Advertisement started on April 1st
- We mailed 100 cards (on Sat 04/04/2024) - about this PILOT program to the pre-selected locations (identified heat islands) - using assessors database
- Keith and Mary Ellen had a meeting with Mike from DPW about "Back of Sidewalk" tree planting; this planting is planned for the Fall. ATC was asked to find 25 sites where owners would agree to participate in this program - and DPW will help to plant the tree. Need help in finding properties that will agree to do this
- The program (online) - can differentiate which of the specific programs to plant tree is selected
 - Four people already selected "Back of the Sidewalk" program to participate in
- **ACTION - Mary Ellen/Keith: check w NE Nursery that the trees are actually going to be delivered**
- Needed: packet of information with facts and talking points - to do outreach to potential Back of Sidewalk candidates
 - **ACTION: Mary Ellen will compile this info package**
- **ACTION: Eliza will conduct site visits to see if tree planting is realistic on these sites**
- **ACTION: Keith, Jackie, Mary Ellen, Marina, Steve + Eliza: scout suitable locations and talk to the owners**
 - Need to keep a list of all properties each of us has communicated with - shared doc??
 - Tim: Consider Poet's Corner - find locations there. This area is hot AND windy due to lack of trees
 - Steve: has a list of Mass Ave apartments/complexes - can use to find suitable locations for the program
 - Mary Ellen: hopefully can find properties that could take more than 1 tree in the same location
- **ACTION: Tim: reach out to another community that did something similar - to learn about their experience**
- **ACTION: Mara, Eliza: can begin to promote the back of sidewalk program after the Community Canopy so people are not too confused. Could share on FB "Everything is Free Arlington" page (suggested by Jackie)**
- Olivier: new idea: print signs and place them somewhere where a good place for a tree might be?
- Susan added clarification: the: "Back-of-Sidewalk" team: Mary Ellen, Olivier, Marina, Eliza - is also the team for Tree Canopy program

6. Adopt-a-Tree (AAT) Program:

- Steve and Susan are on a graphics subcommittee for this program
- Steve: will start the program on May 1st - it is not ON yet
- Advertising: signs at school, community centers, Town Hall - before the Town Meeting. Our high school liaison Annika has developed a video that can be used to promote the AAT program. The GIS map needs to be completed; GIS specialist Susan Brunton is updating it
- Tim: is updating the tree inventory map daily as trees are being planted
- **ACTION: Steve to confirm with GIS Susan Brunton re: map updates are done - with all GIS data**
- Susan Stamps: we are printing signs for trees
- Eliza - the video of How to Adopt a Tree is available
 - Keith: Q: when will the video be released/published ? When the Adopt a Tree program is kicked off for the season.

- **ACTION: Steve, Susan: talk to HS to make QR codes on tree hangers be a Community Service opportunity**

7. ATC Outreach to Town Departments / Boards/ Committees / Commissions

- Master Planning Committee Members:
- Meeting with DPW - items discussed:
 - Trees for Back-of-Sidewalk
 - Money for tree canopy
 - Replacement of dead trees
 - **ACTION: Keith: design/ create / place banners about “Adopt a Tree” - DPW can pay - maybe for Fall?**
 - Mary Ellen: DPW can reimburse ATC expenses (T-shirts, cards, etc. - but NOT food)
 - limits on spending
 - Contractor: to plant trees for Back-of-Sidewalk.
 - we have data on how much it costs to do structural soil on sidewalks
- Suggestion for new Action item: need to figure out how we could use funds to pay for tree watering
 - Eliza: do we want to provide a statement of support from ATC for this?
 - Eliza: bring up Interns - could we use them?
 - Susan: Motion: ATC should vote on “support expenditure of tree funds in part to help pay for watering trees”
 - VOTES: all YES
 - **ACTION: Keith: follow up and create an email:how to discuss this in the next meeting with Mike**
 - Ed Trembly: consider buying a watering skid to put on a town truck - as another option

8. Publicity & Events

- Brownie Troop - wants to plant trees or help somehow – get them involved w Adopt a Tree?
 - **ACTION: Keith - write an email about this**
- Your Arlington News Feature - Marina
 - **ACTION: Marina: first concrete article: create a news article about the new planting programs (all)**
 - Eliza: we could include a regular piece on “Tree Happenings” and include updates from our monthly meetings maybe in a simple bullet form
- Ecofest
 - **ACTION: Eliza to follow up** with Charlotte Milan - and come up with the plan for ATC to participate
- Earth Day
- Heights Street Event - May 18, Sat 2-5
 - **Keith, Susan will participate - maybe Steve, Jackie too**

9. New Business - - NONE

10. Review New Action Items -- DONE

11. Adjourn -- 9:15PM

Next Meeting: May 8, 2024